

STAFF REPORT
BOARD MEETING DATE: June 23, 2015

CM/ACM ___
Finance ___
DA ___
Risk Mgt. ___
HR ___
Other ___

DATE: June 3, 2015
TO: Board of County Commissioners
FROM: Erin Dixon, Fiscal Compliance Officer, 775-328-2419, edixon@washoecounty.us
THROUGH: Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us
SUBJECT: Approve amendments totaling an increase in FY15 of \$3,263 and FY 16 of \$14,979 in both revenue and expense to the Environmental Protection Agency (EPA) PM 2.5 Grant Program, IO 10021; and if approved direct the Comptroller's office to make the appropriate budget adjustments. (All Commission Districts)

SUMMARY

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget adjustments.

The Washoe County Health District received a Grant Agreement from the Environmental Protection Agency (EPA) for the period April 1, 2015 through March 31, 2016 with an available amount for drawdown of \$59,050 in support of the Air Quality Management Division's PM 2.5 Monitoring Program, IO 10021. A copy of the face page of the Grant Agreement is attached.

BCC Strategic Objective supported by this item: Safe, Secure and Healthy Communities.

District Board of Health strategic priority: Protect population from health problems and health hazards.

PREVIOUS ACTION

There has been no previous action taken by the Board this fiscal year.

BACKGROUND

Funding from this award will be used to support personnel, air quality monitoring activities, and indirect expenditures. The District Board of Health approved this Grant Agreement on May 28, 2015.

The FY15 budget was adopted with \$38,000 in revenue and expenditure. The new award with a retroactive start date of April 1, 2015 has an available drawdown of \$59,050. A budget amendment in the amount of \$3,262 is necessary to bring the Grant Agreement into alignment with the direct program budget. A budget adjustment is not necessary for the indirect revenue.

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In addition, budget authority for FY16 will need to be increased to account for the remainder of the grant year in the amount of \$14,979. A budget adjustment is not necessary for the indirect revenue.

FISCAL IMPACT

Should the Board approve these budget amendments, the adopted **FY 15** budget will be **increased by \$3,262** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-10021 -431100	Federal Revenue	\$ 3,263
	Total Revenue	\$ 3,263
-701110	Base Salaries	\$ 1,421
-705110	Group Insurance	\$ 332
-705210	Retirement	\$ 512
-705230	Medicare	\$ 118
-710300	Operating supplies	\$ (749)
-711504	Equipment	\$ 1,629
	Total Expenditures	\$ 3,263

Should the board approve these budget amendments, the **FY16** budget will be increased by **\$14,979** in the following accounts:

<u>Account Number</u>	<u>Description</u>	<u>Amount of Increase/(Decrease)</u>
2002-IO-10021 -431100	Federal Revenue	\$ 14,979
	Total Revenue	\$ 14,979
-701110	Base Salaries	\$ 3,150
-705210	Retirement	\$ 896
-705230	Medicare	\$ 456
-701412	Salary Adjustment	\$ 877
-710300	Operating supplies	\$ 1,100
-710100	Professional Services	\$ 8,500
	Total Expenditures	\$ 14,979

RECOMMENDATION

Staff recommends that the Washoe Board of County Commissioners Approve amendments totaling an increase in FY15 of \$3,263 and FY 16 of \$14,979 in both revenue and expense to the Environmental Protection Agency (EPA) PM 2.5 Grant Program, IO 10021; and if approved direct the Comptroller’s office to make the appropriate budget adjustments.

POSSIBLE MOTION

Move to approve amendments totaling an increase in FY15 of \$3,263 and FY 16 of \$14,979 in both revenue and expense to the Environmental Protection Agency (EPA) PM 2.5 Grant Program, IO 10021; and if approved direct the Comptroller’s office to make the appropriate budget adjustments.



**U.S. ENVIRONMENTAL
PROTECTION AGENCY**

Grant Agreement

GRANT NUMBER (FAIN): 00T56401	DATE OF AWARD
MODIFICATION NUMBER: 0	04/30/2015
PROGRAM CODE: PM	MAILING DATE
TYPE OF ACTION	05/07/2015
New	
PAYMENT METHOD:	ACH#
Advance	90104

RECIPIENT TYPE: County	Send Payment Request to: Las Vegas Finance Center email: lvc-grants@epa.gov or Fax (702) 798-2423
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RECIPIENT: Washoe Cnty Dist Hlth Dept P O Box 11130 Reno, NV 89520 EIN: 88-6000138	PAYEE: Washoe Cnty Dist Hlth Dept P O Box 11130 Reno, NV 89520
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PROJECT MANAGER Charlene Albee P O Box 11130 Reno, NV 89520 E-Mail: calbee@washoecounty.us Phone: 775-784-7211	EPA PROJECT OFFICER Roy Ford 75 Hawthorne Street, AIR-8 San Francisco, CA 94105 E-Mail: ford.roy@epa.gov Phone: 415-972-3997	EPA GRANT SPECIALIST Renee Chan Grants Management Office, MTS-7 E-Mail: Chan.Renee@epa.gov Phone: 415-972-3675
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PROJECT TITLE AND DESCRIPTION
PM 2.5 Monitoring Network

This assistance agreement provides full federal funding in the amount of \$111,884 (which includes \$52,834 for in-kind costs for PM2.5 EPA contractual support). The purpose of this grant is to provide current year funding to the Washoe County Department of Health (WCDHD) to monitor fine particulate matter with the diameter equal to or smaller than 2.5 micrometers (PM 2.5) in order to determine compliance with the PM 2.5 National Ambient Air Quality Standards and determine deductions in air emissions.

Pre-Award costs are approved back to 04/01/2015

BUDGET PERIOD 04/01/2015 - 03/31/2016	PROJECT PERIOD 04/01/2015 - 03/31/2016	TOTAL BUDGET PERIOD COST \$111,884 00	TOTAL PROJECT PERIOD COST \$111,884 00
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NOTICE OF AWARD

Based on your Application dated 03/11/2015 including all modifications and amendments, the United States acting by and through the US Environmental Protection Agency (EPA) hereby awards \$59,050 EPA agrees to cost-share 100.00% of all approved budget period costs incurred, up to and not exceeding total federal funding of \$111,884. Recipient's signature is not required on this agreement. The recipient demonstrates its commitment to carry out this award by either: 1) drawing down funds within 21 days after the EPA award or amendment mailing date; or 2) not filing a notice of disagreement with the award terms and conditions within 21 days after the EPA award or amendment mailing date. If the recipient disagrees with the terms and conditions specified in this award, the authorized representative of the recipient must furnish a notice of disagreement to the EPA Award Official within 21 days after the EPA award or amendment mailing date. In case of disagreement, and until the disagreement is resolved, the recipient should not draw down on the funds provided by this award/amendment, and any costs incurred by the recipient are at its own risk. This agreement is subject to applicable EPA regulatory and statutory provisions, all terms and conditions of this agreement and any attachments.

ISSUING OFFICE (GRANTS MANAGEMENT OFFICE)	AWARD APPROVAL OFFICE
ORGANIZATION / ADDRESS U S EPA, Region 9 Grants Management Office, MTS-7 75 Hawthorne Street San Francisco, CA 94105	ORGANIZATION / ADDRESS U S EPA, Region 9 Air Division, AIR-1 75 Hawthorne Street San Francisco, CA 94105

THE UNITED STATES OF AMERICA BY THE U.S. ENVIRONMENTAL PROTECTION AGENCY

Digital signature applied by EPA Award Official for Sara L. Russell - Grants Management Officer Cheryl Filart - Award Official delegate	DATE 04/30/2015
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Sara L. Russell 5/15/15